

TIGARD PUBLIC LIBRARY
BOARD MINUTES
Tuesday, June 5, 2007

Call to Order: 7:08 p.m.

Roll Call

Present at the meeting was Brian Kelly, Chair; Board members Marvin Diamond, Scott Libert, Karen Levear, Cecilia Nguyen, Jan Thenell and David Burke; Library Director Margaret Barnes, and Alison Grimes, Executive Assistant.

Minutes

After review and a small phrasing change request, the minutes from the May 10, 2007 Board meeting were unanimously approved.

Motion – Levear Second – Diamond

Agenda Additions and Deletions

Add Library Foundation information under Other Business.

Call to the Public

Visit with Employee – Joyce Niewendorp, Senior Librarian in Readers Services, was introduced by Barnes and spoke briefly with the Board. Although she began her profession as a librarian a little later in life, Niewendorp is very happy with her career change. She began in the library in Oregon City before accepting the position as Senior Librarian at Tigard and has been in her present position for almost a year. Niewendorp especially enjoys working with the patrons. Her focus is on Library programs and she and the Board discussed various ways to promote activities at the Library.

Monthly Report for May 2007

Barnes distributed the monthly statistics for May, 2007. The average daily circulation was 2,605 items versus 2,302 in 2006. 308 people attended 8 separate adult programs and 756 preschoolers attended 18 different activities. The Cultural Pass program was utilized 60 times in May and a total of \$7,039.28 was collected in fines and fees.

Also distributed were the Inbound Internet Usage by Library and the Inbound Internet Usage pie charts for May and the June and July Adult Services Programs and Classes schedule of events.

Restoration of Library Hours

Barnes expects City Council to adopt the FY 2007-08 Budget on June 12 which includes the restoration of hours for the Library. Beginning July 2, Library hours will be as follows:

| | |
|------------------------------------|-------------------|
| Monday, Tuesday, Wednesday, Friday | 10 a.m. to 9 p.m. |
| Thursday | 1 p.m. to 9 p.m. |
| Saturday | 10 a.m. to 5 p.m. |
| Sunday | 1 p.m. to 5 p.m. |

Weekend hours remain the same.

Library Summer Programs

The kick-off for the Summer Reading Program was Friday, June 1 with Mystery Book Talks by several staff. Sign-up continues at the Reference Desk for adults and in the Children's Area for kids and teens.

Library Policies

The Board reviewed the following policies which were slightly changed in wording and formatted to match the American Library Association's policy format:

- Confidentiality of Library Records
- Proctoring Examination Policy
- Posting and Distribution of Materials Policy
- Collection Development Policy

Reviewed, reaffirmed and unanimously approved by the Board:

Motion – Diamond Second – Libert

The documents will be forwarded to the City's attorney for review and approval as to form and then sent to City Council for final approval.

Library Board Meeting Schedule

After discussion, the Board chose to cancel the July meeting. The next regular meeting of the Library Board will be Thursday, August 9, 2007 at 7:00 p.m. Barnes noted that the Board will need to reaffirm members or elect new officers. Levear was congratulated for her appointment to the Library Board as a member, not an alternate. As Diamond's term on the Board ends with the June meeting, the Board will be down one member until an alternate can be found. Barnes asked Board members to see if they knew someone living within the City limits who would be interested in serving as an alternate.

Other Business

Kelly updated the Board regarding the Library Foundation communication he had with Gene Clair. The Foundation is currently in an inactive status, as outlined in their by-laws. More discussion on the Foundation will be held at a later meeting.

Work is scheduled to begin next week on the Parking Lot Expansion/Wall Street project and should be completed late Fall. Barnes noted that she stressed to the City

Engineers that ingress to and egress from the Library parking lot was of paramount importance.

On a final note, the Board thanked Diamond for his years of dedicated service to the Library. He reminisced about several events throughout his term on the Board, noting that he and Barnes literally walked the streets together to push the Library levy and he praised the current Board for their commitment to the Library.

Adjournment: There being no further business to come before the Board, the meeting adjourned at 8:38 p.m.

The next Library Board meeting is scheduled for Thursday, August 9, 2007 at 7:00 p.m. in the Conference Room at the Tigard Public Library, 13500 SW Hall Blvd.